

# Boston Retirement Board

Approved 1/6/04

## Meals

If a Board Member or employee's travel requires him or her to be absent for more than 24 hours, meals will be reimbursed that are supported by original receipts. A maximum of \$75 per day will be allowed otherwise.

## Transportation: Car Rental

Use of a rental car shall be pre-approved by the Board. The source of all rental cars will be a national rental agency. Acceptance of optional insurance coverage for a rental car is required. The Board staff member responsible for arraigning travel will negotiate the rental rate.

## Personal Vehicles

Board Members or staff may use personal vehicles when such usage is cost effective and will be reimbursed at a rate of 36 cents per mile or the amount allowed by the Federal Rate if higher.